

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Room 3416, 700 West Capitol Avenue  
Little Rock, Arkansas 72201

**AR NOTICE PM-485**

**For: FSA Offices**

**Global Positioning System (GPS) Training**

**Approved by:** State Executive Director



**1 Overview**

**A Background**

Recently 32 counties in Districts 2, 3, and 4 received GPS units to support the Service Center's using Geographical Information System (GIS) in the Common Computer Environment (CCE)..

This new technology will allow FSA county offices to reduce workload and improve accuracy of measurement services, disaster assessments, and other compliance activities in the future.

**B Purpose**

The purpose of this notice is to:

- obsolete AR Notice PM-483
- inform selected county offices that three GPS training meetings have been planned as noted on the attached Exhibit 1.
- provide the scheduled date, time, and location of training meetings
- authorize attendance
- remove counties who previously received GPS Training (Note: See Exhibit 1 for Revised List of Counties).

**Disposal Date**

September 1, 2004

04-29-04

**Distribution**

FSA Offices

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### 2 Training Details

#### A County Office Action

Selected County Offices will receive hands-on instructions and training as follows:

- How to Assemble the GPS Unit
- Basic Introduction to GPS and Setup of GPS Unit
- Basic Introduction to GIS and Arcview
- Outdoor Exercises to Collect Data with the GPS Unit
- GeoSpatial Data Management

Note: Please dress accordingly for outdoor exercises.

Training will begin promptly at 10:00 a.m. and should conclude by 3:00 p.m. each day. Travel is authorized in accordance with the Travel Management Desk Reference guide dated 09/01. No overnight lodging is authorized. Pool travel where possible.

#### B Selecting Employees

Each county listed on Exhibit 1 of this notice is authorized to send two participants from each county office in any combination. For example: (CED-PT or PT-PT). The CED is encouraged to use the following criteria when making his or her decision in selecting the person(s) to attend such as persons:

- with training skills and ability to train other employees in the office
- that will use GPS and GIS on a regular basis.

**NOTE: District Directors, COR's, and COT's who have not previously been trained are also authorized to attend.**

Persons with disabilities who require accommodations to attend or participate in this meeting should contact Miriam Morehead at 501-301-3015, Federal Relay Service at 1-800-877-8339, or e-mail at [Miriam.morehead@ar.usda.gov](mailto:Miriam.morehead@ar.usda.gov) by May 13, 2004.

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### **3 Employee Action**

The selected participants shall:

- bring the GPS Unit and Backpack with all the components
- bring the PC Data Port Cable (Black Cord)
- bring the MapSource CD
- ensure that the external battery is plugged into an electrical outlet at least 24 hours prior to start of training (**IMPORTANT STEP**)

Note: Laptops and training material will be provided at the training.

Any questions regarding this notice should be directed to the Production Adjustment/Compliance/Payment Limitation Division at 501-301-3007.

**Arkansas Notice PM-485**

**Exhibit 1**

Date and Place	Counties to Attend	
<p><b>May 19-20, 2004</b>  <b>Ozark, AR</b></p> <p><b>Franklin County Service Center</b>  <b>Conference Room</b>  <b>2720 W. Commercial</b>  <b>Ozark, AR</b></p>	<p><b>Benton</b>  <b>Carroll</b>  <b>Conway</b>  <b>Franklin</b>  <b>Johnson</b></p>	<p><b>Logan</b>  <b>Madison</b>  <b>Sebastian/Crawford/Scott</b>  <b>Yell</b></p>
<p><b>May 24-25, 2004</b>  <b>Arkadelphia, AR</b></p> <p><b>4-H Building</b>  <b>Clark County Fair Grounds</b>  <b>Hwy 67 S</b>  <b>Arkadelphia, AR</b></p>	<p><b>Bradley/Calhoun</b>  <b>Clark</b>  <b>Dallas/Cleveland</b>  <b>Garland/Montgomery</b>  <b>Hempstead/Nevada</b>  <b>Hot Spring</b></p>	<p><b>Howard/Pike</b>  <b>Little River</b>  <b>Ouachita/Unionr</b>  <b>Polk</b>  <b>Saline/Grant</b>  <b>Sevier</b></p>
<p><b>May 26-27, 2004</b>  <b>Batesville, AR</b></p> <p><b>Department of Human Services</b>  <b>Building</b>  <b>Conference Room</b>  <b>100 Weaver Avenue</b>  <b>Batesville, AR</b></p> <p><b>From intersection of 167/69 or</b>  <b>Harrison &amp; St. Louis Sts. Go approx.</b>  <b>3.5 miles east on Harrison to Weaver</b>  <b>Ave. to the Independence County DHS</b>  <b>Building. Park behind the front</b>  <b>building.</b></p>	<p><b>Baxter/Marion</b>  <b>Boone/Newton</b>  <b>Cleburne</b>  <b>Fulton</b>  <b>Independence</b>  <b>Izard</b></p>	<p><b>Searcy</b>  <b>Sharp</b>  <b>Stone</b>  <b>Van Buren</b>  <b>White</b></p>